

# CTED Growth Management Services GMA Competitive Grant

## Grant Application Overview

This is information for local governments applying for a Growth Management Services grant to assist with activities that are required by the Growth Management Act, are specifically recommended as high priorities in adopted comprehensive plans, or resolve growth management hearings board orders. Grant materials may be downloaded from Growth Management Service's Web site at <http://www.cted.wa.gov/growth>. If you have any questions regarding this grant program, please contact Ike Nwankwo at (360) 725-3056 or [iken@cted.wa.gov](mailto:iken@cted.wa.gov).

**We expect that this grant cycle will be *highly competitive*. Just a few points may make a difference between receiving a grant and having to wait until the next cycle to receive funding.**

### Who may apply for this grant?

Clallam, Clark, Jefferson, King, Kitsap, Pierce, Snohomish, Thurston, Whatcom, Cowlitz, Island, Lewis, Mason, San Juan, Skagit, and Skamania counties and the cities within them (2004 and 2005 Update jurisdictions).

Clark, King, Kitsap, Pierce, Snohomish, and Thurston counties are also eligible to apply for activities directly related to Buildable Lands (Buildable Lands jurisdictions).

Local governments that have not adopted their initial comprehensive plan and implementing development regulations (including critical areas ordinances) and submitted them to CTED per RCW 36.70A.106, and the 2006 & 2007 Update jurisdictions are not eligible to receive these funds, but may qualify for other Growth Management Services grants.

### Will joint applications be accepted?

Joint applications from two or more jurisdictions will be accepted by CTED. A single local government will need to be designated as the grant recipient. All communication on the grant contract will be conducted through the grant recipient.

**What is the grant amount?**

For applications from a single jurisdiction, the maximum request allowed is \$35,000. For joint applications from two to five jurisdictions, \$60,000 is the maximum request. Joint applications from six or more jurisdictions can request up to \$100,000. CTED reserves the right to offer a reduced award amount on these grants.

**What is the contract period for the grant?**

The contract period for the grant will be from November 1, 2005, to June 30, 2007. All work on this grant will need to be completed by June 15, 2007.

**What activities may be funded by this grant?**

Local government planning activities eligible for funding in this category include activities that are required by the GMA, are specifically recommended as high priorities in adopted comprehensive plans, or resolve growth management hearings board orders. In addition, eligible counties listed above may submit applications for work related to Buildable Lands. Any Buildable Lands application must be countywide in scope; i.e. include the work activities for all cities in the county. Examples of eligible expenditures include, but are not limited to, staff time, consultant contracts, costs of providing public notice, printing, and copying. Eligible costs must be incurred during the grant period. This grant may not be used to make capital purchases or to repay debt.

**What is needed to apply?**

Two items are needed to apply: (1) Completed grant application. (2) A letter from the mayor (for cities and towns), the county executive, or the chair of the county commission supporting the work to be done as funded by this grant. If this is a joint application, a letter will be needed from each of the jurisdictions involved. Alternately, a single letter signed by all jurisdictions will be accepted. For Buildable Lands application, evidence of agreement from participating cities that demonstrates ability to successfully complete the work (i.e., a letter signed by the Chair of the King County GMCC, Pierce County PCRC, Snohomish County Tomorrow, etc, supporting the project).

Is an electronic version of the grant application available?

Grant materials are available to be downloaded at <http://www.cted.wa.gov/growth>. In the future, the required status and close out report forms will also be available at this location.

When are grant applications due to CTED?

Grant applications are due to CTED no later than 5 p.m., September 30, 2005.

How should grant applications be submitted to CTED?

Applications may be delivered to CTED in one of three ways. Only one application per jurisdiction will be accepted unless you are a county eligible to apply for Buildable Lands work.

- 1) Electronic versions of the application may be sent to CTED at the following email address: *gmsgrants@cted.wa.gov*.
- 2) Applications may be mailed to CTED at the following address:

ATTN: GMS Grants  
Washington State Department of Community, Trade and  
Economic Development  
Growth Management Services  
Post Office Box 42525  
Olympia, Washington 98504-2525

- 3) If the application is being delivered by hand or one of the private express delivery companies, our physical address is:

ATTN: GMS Grants  
Washington State Department of Community, Trade and  
Economic Development  
Growth Management Services  
906 Columbia Street Southwest  
Olympia, Washington 98501

No applications will be accepted after 5 p.m., September 30, 2005.

Can this grant be amended after it has been executed?

Limited amendments (date changes or extension) will be allowed. Any proposal that could reduce project scope or alter final product will not be allowed. Also, amendments proposed less than two months before the end of the contract may not be approved.

When will CTED award these grants?

CTED will award these grants early in December 2005. Contracts will be sent to local governments starting December 2005. It is our intent to have sent contracts to all grant recipients by January 31, 2006. CTED reserves the right to request modifications to the proposals prior to awarding the grant. If CTED and the local government cannot come to agreement on the grant, CTED will notify the local government that the awarded amount has been rescinded by January 31, 2006.

In the event funding for these grants is withdrawn, reduced, or limited in any way, CTED may unilaterally reduce the scope of work and budget or terminate the contract.